

Meeting of the Branch District Library Board

10 E. Chicago St., Coldwater, MI 49036
3rd Floor Meeting Room

April 19, 2010

MEETING CALLED TO ORDER

President Cherry calls the meeting of the Branch District Library Board to order at 6:00 p.m.

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Bonnie Frick, Secretary; Pat Kne; Gayle Clover; Phil Anderson.

ABSENT

Lynda Chan (excused)

ALSO PRESENT

Bruce Mills, BDLS Director, Jeanne Berg, Tech Services/Circulation Coordinator/Bookkeeper; Gina Horn, BDLS Administrative Assistant/Sherwood Branch Manager; Lynnell Eash, Bronson Branch Manager; John Rucker, Assistant Director; Nola Baker, Head of Adult Services; Mary Jo Krantz; Cindy Sebald.

APPROVAL OF AGENDA

Motion made by Kne, supported by Frick, to approve the agenda as amended, with the addition under unfinished business #1 Report from Cherry City Council Meeting. Motion carried.

BRIEF PUBLIC COMMENTS

Sebald: Presented a packet from U.C. FOTL. This is a discussion draft that would transfer the rights, benefits and obligations to the Union City Township. The EPA has determined it is in public interest to transfer the EPA agreement to the township. The Union City Township has already looked over the documents and they approved it at their meeting on Tuesday. They are not saying this land is suitable for any purpose, this is strictly a draft of land transfer.

The FOTL decided it would be beneficial to share the document with the BDL Board, explaining what we need to do to safely construct a library at Heritage Park.

A baseline environmental assessment will be included in next month's board packet. The FOTL were not required to do the environmental assessment, but they wanted to know what level of contamination was at the site currently.

We would like you to look this over and let us know if there is anything else that needs to be done. Once we get the clearance from the EPA we would like to get the building bid once again. This is a rough draft on the final document. This is a basic approval of the transfer of the EPA agreement, not that the site is suitable for a building.

APPROVAL OF MINUTES

Motion by Anderson, supported by Clover, to approve the minutes of March 15, 2010. Motion carried.

CORRESPONDENCE

FINANCES

1. Approval of Bills: March 12 – 26 & April 9, 2010
Motion made by Reppert, supported by Frick, to approve the bills as submitted.
Motion carried.
2. Financial Report: March 31, 2010 & 2009 (placed on file.)
3. Branch County Penal Fine Report: March 31, 2010 (placed on file.)
4. Bronson Fiduciary Reserved Fund: March 2010 (placed on file.)
5. Quarterly Branch Expenditures: March 31, 2010 (placed on file.)

PENDING BUSINESS

1. Reports from Central and Branch Liaisons:
 1. Algansee Branch: Mills reports
 1. All of the new book shelves are in place and what a difference in all of the rooms. Patrons have been noticing with positive comments.
 2. Story hour is going well with lots of spring crafts and new books to read.
 3. We are getting ready for the Annual County-wide Friends meeting on Tuesday, April 20, 2010 from 6:30 to 7:30 p.m. at the Algansee Township Hall.
 4. Patrons are also excited about Overdrive and downloading books in the comfort of their homes.
 2. Bronson Branch: Eash reports
 1. Pre-school Story Time is going on.
 2. We are looking for volunteers for over the summer to help with programs and monitoring teens downstairs while on the computers.
 3. Friends had their Open House, we had a good turn-out. The feedback has been very positive and love the addition. Our Friends continue to hold fundraisers, we will be having a chicken barbeque in May as well as a book sale.
 4. Lynnell talked at Rotatary Club last month.
 5. In the past few weeks we have had 3 different items of Bronson history donated to the library. At the Open House a patron brought in and donated a crazy quilt that had been made by her grandmother who was born in 1880. The quilt was framed and will be on display at the Bronson branch library.
 6. A marijuana pipe was found outside at the front of the library building.
 7. Bronson Capital Funds Request: We need 2 magazine racks \$1,030 (plus shipping and handling) and a bulletin board for \$69.95 (plus shipping and handling) which totals to \$1,099.95 (Plus shipping and handling). **Motion by Clover, supported by Reppert, to approve the expenditure of \$1,099.95 plus shipping and handling for 2 magazine racks and a bulletin board to come from Bronson's Capital Fund. Motion carried.**
 8. People have been thrilled with the new library cards.
 3. Coldwater Branch: Baker reports.
 1. Kids Place (report on file.)
 2. An evening with Neil Guymen – a webcast; the content was excellent but the webcast quality was poor.

3. We started a new program of the Nook User's Club which was lightly attended.
4. Local authors, Randall Hayes and Charlie Tucker came to talk, which was also lightly attended.
5. Wednesday, April 7th Baker spoke to the Altrusa Club of Branch County. Everyone was excited about the Overdrive program and surprised to hear about the Tumblebooks.
6. We have a patron who is interested in starting an Astronomy Club. Baker is encouraging this patron and we will see how it goes.
7. Our Friends of the Library have agreed to donate \$1,000 towards the purchase of a table and two chairs to go on the 2nd floor for the quiet study area. The total cost is \$1781.95
Motion made by Anderson, supported by Frick, to approve the expenditure from the Coldwater Capital fund, for the balance of \$781.95. Motion carried.
4. Coldwater Public Library (Holbrook Heritage Room): Baker reports
 1. Minutes of March 8, 2010 (Placed on file.)
 2. We had a Volunteer Appreciation Luncheon in April for Volunteer Appreciation Week.
 3. Baker is looking into a grant for a possible digitization project – It would start in January of 2011. There are different documents and records from clubs and organizations along with photos that need to be digitized.
5. Quincy Branch: Krantz reports.
 1. Quincy had the Steven's Puppets visit on Friday for National Library week; 47 people attended. This was paid for by the Jane Baldwin Memorial Fund.
 2. May 28th Open House will be held from 5 - 7 p.m. To celebrate the return of the Federal Flag, which was returned and hung today.
 3. Chris Williams of the online video magazine “The Back Way Home” was present the day the Federal Flag was returned. He interviewed Board member Bonnie Frick as well as the Detroit Institute of Arts Conservator, Howard Sutcliffe. The videography/documentary should be ready in early May. www.backwayhome.com
 4. Capital Money Request – wages for a student-clerk position for 6 to 7 weeks during the summer. The position would be 23 hours per week, which would total to \$1,500.
Motion by Reppert, supported by Frick, to table the request for college students to work at the Quincy branch for the summer, until reviewed by the library's attorney. Tabled until next month. Mills will take the request to the library's attorney, Chuck Lillis and see if there is any way the board can approve it.
6. Sherwood Branch: Horn reports.
 1. Patrons are enjoying the many new books we have on our shelves.
 2. There has been a lot of positive feedback about the Overdrive program from our patrons; their only complaint is the dial-up connections at home and the time it takes to download items.
 3. Local artist, Kathy Barnes put a Collection of Pastel's up at the library.
 4. Working with Leo Smurr to scan old photos of Sherwood.
 5. Perennial exchange and Book Sale Saturday, May 1st from 9 to 2.
 6. Going to the Matteson Lk. Twp. meeting about DMCI wireless tower going up on M-86.
7. Union Twp. Branch:
 1. Union Twp library had a successful pine derby race with 18 participants and a tie for 2nd place.
 2. The Union Twp library will be closed on May 4th due to an election in the building.

2. Building committee: Did not meet.
3. Ad-Hoc Committee: Did not meet.
4. Personnel Committee: Did not meet.
5. Finance Committee: Did not meet.
6. Technology Committee / Children's Internet Protection Act: Met April 12, 2010.
 1. Rucker gave the Technology committee members a detailed outline of what the Technology Department does and future plans.
 2. Security surveillance equipment is needed for Coldwater and some of our branches. Bronson has a security issue with the new entryway because the staff can not see when patrons come into or leave the building. Coldwater has had a variety of issues come to our attention. We have had a persistent theft of compact disks from our audio collection. We have added additional security strips; hiding where the security strips are placed; putting convex mirrors around. Windows have been opened on the main floor and in the basement, so we think materials may be getting out that way. We are experiencing vandalism in bathrooms and theft and vandalism in the parking lot. There is also unruly behavior, especially on nights and weekends when there are not as many adults in the building that the staff feels helpless and threatened. The thought is that if the patrons knew they were being watched and recorded that it may affect their behavior. The technology committee has recommended that Rucker get bids on security surveillance equipment. Last week Rucker caught a young man twice trying to maliciously disrupt our network. The police department said that since nothing was physically done, they would not be able to do anything.
7. Director's report: (placed on file.)
8. Automation Report: (placed on file.)
 1. As part of the plan to keep the hardware rotated at 5 year intervals, Rucker requests from the Future Automation Account \$16,006.84 for 15 desktop computers, 5 server machines and a few extra parts to round out repairs of the old machines. **Motion by Anderson, supported by Frick, to approve the expenditure of \$16,006.84 from the Future Automation account for 15 desktop computers, 5 server machines and extra parts. Motion carried.**
9. Statistical Reports:
 1. Book Budget: March 2010 (placed on file)
 2. Monthly Statistical Reports: March 2010 (placed on file)
 3. Capital Projects: April 2010 (placed on file)

UNFINISHED BUSINESS

- Cherry comments on her report to the Coldwater City Council meeting: The emphasis was on the continuing cost and repairs that the Coldwater building requires, which are over \$300,000 for the last 5 years. The plan of service was provided to the city manager, but not discussed at the meeting. Cherry explained to the city council about the penal fines and how it has kept us solvent and without the penal fines we would not be in a position to operate. Cherry doesn't think that the council realized that if the Michigan Constitution, which is up for a vote in November is changed, it will be the end of the library system in Branch County. The Mayor suggested that the library create an endowment. Cherry informed the council that people who give large donations to an endowment typically do so to the Quincy, Bronson or Coldwater

Public library, places with a building. Asking for an endowment for library services would be a tough thing to do.

- Cherry is asking board members to sign up for which Municipalities that they would like to go and talk to by the next meeting so we can make a schedule. It is hoped that library reports to the various villages and townships will increase public appreciation for what libraries provide

NEW BUSINESS

None

INFORMATIONAL ITEMS

- Patron Comments – placed on file.

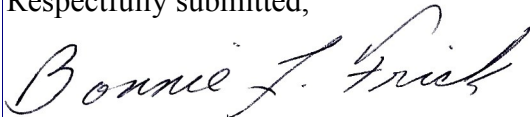
EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Motion made by Frick, supported by Clover, to adjourn the meeting. Motion carried, meeting adjourned at 7:35 p.m.

Respectfully submitted,



Bonnie Frick
BDL Secretary

Gina Horn
BDL Recording Secretary

The Branch District Library System will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one week's notice to the Branch District Library System by writing or calling the following: Branch District Library System, 10 E. Chicago St., Coldwater, MI 49036 - 517-278-2341